



**SOUTHERN LEYTE
STATE UNIVERSITY**

Main Campus, San Roque, Sogod, Southern Leyte
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Website: www.southernleytestateu.edu.ph



Excellence | Service | Leadership and Good Governance | Innovation | Social Responsibility | Integrity | Professionalism

**Faculty of Engineering
Department of Mechanical Engineering**

Summary List of IPCR Rating
January – June, 2024

Unit Rating -
(UPCR)

Name of Faculty	RATING	
	NUMERICAL	ADJECTIVAL
Rey Joseph C. Capilitan - UPCR	4.2	Very Satisfactory
Joel M. Infornon	4.0	Very Satisfactory
Khesiya Mae C. Manlangit	4.2	Very Satisfactory
Rommel T. Valmoria	4.12	Very Satisfactory
AVERAGE	4.13	Very Satisfactory

*Note: The average of all individual performance assessments shall not go higher than the collective performance assessment of the unit.

Prepared by:

REY JOSEPH C. CAPILITAN, M.Eng.
Head, DME

Approved by:

JULIUS O. PALER, M.Eng.
Dean, Faculty of Engineering

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR)

I, Joel M. Infornon, of the Office of the Department of Mechanical Engineering, commit to deliver and agree to be rated on the attainment of the following targets per the stated measures for the period of January - June 2024.

JOEL M. INFORNON
Instructor 2
Date: _____

Reviewed by:	Approved by:
<u>REY JOSEPH C. CAPILITAN, MEng</u> Department Head, DME (Immediate Supervisor)	<u>JULIUS O. PALER, MEng</u> Dean CoE
RATING SCALE 5 - Outstanding 4 - Very Satisfactory 3 - Satisfactory 2 - Unsatisfactory 1 - Poor	

AKTHROUGH GOAL: Curricular programs, research and community engagement initiatives that meet domestic and international challenges and are driven by 4IR

STRATEGIC PRIORITIES (40%)

Success Indicators (Targets + Measures)	Allotted Budget	Actual Accomplishment	Rating				Remarks
			Q ¹	E ²	T ³	A ⁴	
Offer curricular programs integrating the latest technologies. (20%)							
Quality Program Offerings							
4.6 x 0.2 = 0.92							

$$4.0 \times 0.2 = 0.8$$

Participate in the review and evaluation of all academic programs across all campuses is conducted on or before April, 2024.

1. Initiate the creation of special task force by department comprising of senior faculty members and curriculum experts within the month of February 2024.

Participated in the review and evaluation of the BSME program before April 2024.

Participated in the creation of a special task force for DME comprising senior faculty members and curriculum experts before the month of February 2024.

Submission of report indicating the gaps/discrepancies identified in all engineering programs based on the PSG of BSME program conducted by the task force created not later than April 2024.

Participated in report submission indicating the gaps/discrepancies identified in the BSME program

						based on its PSG conducted by all the task forces created before April 2024.					
						Participated in the conduct of extensive discussion sessions for the Department of Mechanical Engineering (May to June 2024). a. Participated in brainstorming sessions with faculty and students only. b. <i>Did not Conduct Curriculum Quality Audit.</i> c. <i>Did not formulate institutional standards and qualifications framework</i> Approval of revised curriculum at the department level.	4	4	4		One (1) Micro-credentialing program Introduction to 3D Printing
						198/198 (100%) of the undergraduate student population were enrolled in CHED-identified and RDC-identified priority courses/programs (GAA/Congress-approved indicator)	5	5	5		
Academic Program Awards and Recognition (S07)											
COPC Recognition											
						COPC documents of BSME program were repackaged but <i>not yet submitted</i> to CHED Regional and Central offices through their website for RQAT and NQAT evaluation and validation respectively	4	4	4		BSME Program is still on the process of
						BSME program will be awarded with COPC within December 2024.					

Task force of BSME program to be accredited in the last quarter by accrediting bodies are submitted																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
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Core Functions (50%)

Instruction (35%)

100% of students handled are satisfied with instructional services in terms of quality, efficiency & timeliness

always utilized 100% updated delivery mode of instruction and instructional materials in all classes

100% of subjects taught are with updated and gender sensitive syllabi submitted to the DME Department head for review, recommendation and approval 10 working days before the start of classes with no error.

100% of the grade sheets are submitted to the DME department head for checking and verification 10 working days after the final exam with no error.

submit IPCR to HR office within the timeline with no error.

100% of HR required documents (DTRs w/ supporting docs, approved leave, etc.) submitted to HRM Office on due date.

Research (5%)

Research Outputs completed (MFO3)

Research Outputs published in refereed or highly reputable journals (MFO03)

Research output in the last three years utilized by the industry or by other beneficiaries (MFO3-9)

citation indexed in highly reputable journals

100% (1/1) SLSU-hosted conference is participated

prototype were forwarded for protection and for exhibit

(170/170) 100% of academic/non-academic quality processes were implemented without non-compliance during the surveillance in academics (higher & advanced)

100% of needed documents are prepared, complied with, and submitted ten days before the submission date (dependent on the CHED's call for application)

100% of the ratings given by the students and supervisors were very satisfactory.

100% All grade sheets were submitted to the DME department head for checking and verification precisely ten working days after the final exam, ensuring that there are no errors.

IPCR was submitted to HR office within the timeline with no error.

(10/10) 100% of HR required documents (DTRs w/ supporting docs, approved leave, etc.) submitted to HRM Office on due date

No research outputs completed (MFO3)

No research outputs have been published in refereed or highly reputable journals (MFO03) at this time

No output was utilized by the industry or by other beneficiaries

No citation indexed in highly reputable journals

1 prototype was forwarded for

$$4.195 \times 0.35 = 1.468$$

5 4 5 4.67

4 4 4

4 4 4

4 4 4

4 4 4

5 4 4.5

$$1.17 \times 0.05 = 0.0833$$

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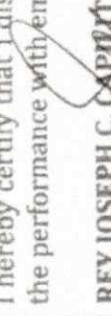
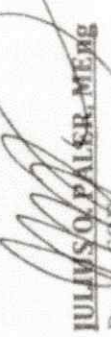
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SLSU has not hosted any research conference for Faculty

		rating period							
100% of the CAF is updated once in every semester without lapses		(44/44) 100% of the CAF is updated once every semester without lapses	5	4	4	4	4	4	
100% of the 2 nd year student advisees were monitored regularly		(44/44) 100% of the 2 nd year, student advisees were monitored regularly	5	4	4	4	4	4	
SUPPORT FUNCTIONS (10%)									
607: Establish a quality process program people, management, operations, financial, assets, transparency, and accountability 4%									
100% of required reports submitted on time		100% of required reports submitted on time	4	4	4	4	4	4	$4 \times 0.04 = 0.16$
6010: Implement the Strategic Management Performance System for equity and fairness in managing careers in SLSU 4%									
100% of UPCR/IPCR are reviewed and submitted as scheduled		IPCR was reviewed and submitted as scheduled	4	4	4	4	4	4	$4 \times 0.04 = 0.16$
Facilitate and conduct target setting for DME Faculty IPCRs one week before the start of classes		Participated and conducted target setting for DME Faculty IPCRs on April 24, 2024	4	4	4	4	4	4	
6011: Re-energize SLSU with its commitment to its re-affirmed core values 2%									
100% attendance to university's activities/programs and flag ceremony		100% (22/22) attendance to university's activities/programs and flag ceremony	4	4	4	4	4	4	
100% wearing of university's uniform as scheduled		100% (85/85) wearing of university's uniform as scheduled	4	4	4	4	4	4	
Total Overall Rating								4.0	
Final Average Rating								4.0	
Adjectival Rating								VS	
Discussed with:	Date	Assessed by:	Date		Approved by:		Date		
 JOEL M. INFORNON Faculty (Ratee)		I hereby certify that I discussed my assessment of the performance with employee			 REY JOSEPH C. CAPITAN, MEng Program Chair, DME (Immediate Supervisor)		 JULIUS O. PALSER, MEng Dean, COE		

Legend: 1 - Quality 2 - Efficiency 3 - Timeliness 4 - Average